

**BARTON - UPON - HUMBER TOWN COUNCIL**  
**MINUTES of an ORDINARY MEETING HELD via a ZOOM VIRTUAL MEETING on**  
**WEDNESDAY 6 JANUARY 2021at 19.00**

Councillor B Troop (Chairman)

Councillors A Clark, A Chapman, N Jacques, N Pinchbeck, J Sanderson, Mrs C Thornton, J P Vickers, A Todd. Also in attendance Mrs C Bramley (Deputy Clerk) and Ms T Broughton (Town Clerk) and three members of the public.

**Public Participation**

The Mayor invited a member of the public to speak.

Following a letter that the Barton Civic Society submitted to the Town Council making observations about the appearance of the Assembly Rooms. Notice boards have been replaced, however the question was asked whether the council were going to take on board the Civic Society encouragement that owners look after buildings in the town that are of local interest. Civic Society would be happy to assist. There is concern that the current lease arrangements are holding progress up. Could the council address this issue? The council should be aiming to have the Assembly Rooms looking as good as they can.

Cllr J Vickers – members have met with members of the Civic Society and good contacts have been passed on for work that is required which will include replacement windows. It was reiterated that the Council must look after the building.

197. **Notice of Meeting**

It was noted that Notice of this Meeting had been given in accordance with Schedule 12 Paragraph 10(2) of the Local Government Act 1972.

198. **Apologies for Absence**

Apologies received from Cllr K Vickers (Personal), Cllr J Oxley (Personal), Cllr J Evison (IT issues)

199. **Declarations of Interest**

Cllr A Clark declared a personal interest in Senior Alliance

Cllr N Jacques declared a personal interest in Barton Tourism Partnership and Barton Civic Society

Cllr A Chapman declared a personal interest in Barton Lions

Cllr J P Vickers declared a persona interest in Barton Tourism Partnership

Cllr B Troop declared a personal interest in Barton Tourism Partnership.

200. **Mayor's Notices**

Recent times have been very quiet. There will be some congestion in the town centre this weekend due to the roll out of the vaccination programme through Central Surgery. Mayor would like hands to be shown prior to speaking in order for all members to get an opportunity to speak.

201. **Minutes To receive, approve and confirm as a correct record the Minutes of the Ordinary Meeting of the Council held on 2<sup>nd</sup> December 2020**

**Proposed Cllr N Jacques, Seconded Cllr N Pinchbeck**

**Resolved** that the previously circulated minutes of the Ordinary Meeting of the Council held on 2 December 2020 be received, approved and confirmed as a correct record and signed by the Chairman.

**Minutes of an Ordinary Meeting of the Council held on 6 January 2021, cont'd**

202. **Matters of Report Arising from the above mentioned meeting of the Council**

Cllr N Jacques – Min 165 Dilapidated Buildings Meeting has been postponed from the 15<sup>th</sup> December to the 15<sup>th</sup> January 2021 and has been re-named from Derelict Buildings Meeting to Dilapidated Building Meeting. Min 169 – Cllr Vickers Relief Road Consultation – is there any information on numbers attending and in favour or against of the relief road. Question has been asked but no answers at present.

Cllr J Sanderson – Min 163 Traffic Monitoring Report – can there be a discussion about a speed camera that flashes speeds permanently fixed in the town. Road Safety Partnership put schemes together and road are ranked according to priority to qualify for flashing speed lights. Works better for short sharp periods. Locations can be put forward to consider qualification by the partnership. Town Council could hire a device from North Lincolnshire Council and enquiries can be made as to the cost. If the road is a priority by the partnership it will be in line for a speed monitor device.

Cllr Todd – there is a monitor on corner of Caistor Road and Nightingale Road which was operational and has not been working for the last ten months. This has been reported. Is it possible for this device to be re-located and repaired?

Cllr N Jacques – Clerk to research costs of hiring speed devices to improve road safety in the town.

Cllr Troop – is there a date or action plan for relief road consultation planned. It was stated that it may happen online. There is concern that as the factory expands there will be increased traffic that the town is unable to sustain.

203. **To approve as a correct record minutes of the following meeting of the Council**

(a) **Minutes of the Community Committee meeting held on 21<sup>st</sup> December 2020**

**Resolved** that the circulated minutes of the Community Committee Meeting held on 21<sup>st</sup> December 2020 be approved as a correct record.

(b) **Minutes of the Planning Committee Meeting held on 21<sup>st</sup> December 2020**

**Resolved** that the circulated minutes of a Planning Committee Meeting held on 21<sup>st</sup> December 2020 be approved as a correct record

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204. **Matters of Report Arising**

Cllr B Troop – Community Committee meeting reported an email from a group looking to hold floral displays in empty shop windows during events – Council do not own any buildings that are empty. Barton Tourism Partnership has in the past been successful in getting empty shop windows to be used for heritage style displays. This could be passed to Barton Tourism Partnership.

**Minutes of an Ordinary Meeting of the Council held on 6 January 2021, cont'd**

205. **Correspondence**

1. Update from NLC Tourism that the 5% rate of VAT will remain in place until 31 March 2021 for attraction entry prices.
2. Update from Visit Lincoln & Tourism Alliance Coronavirus updates for tier 3.
3. Update from North Lincolnshire Council – Round up of information on the EU transition for businesses and Greater Lincolnshire LEP newsletter.
4. NALC – Chief Executives bulletins, newsletters highlighting the launch of a guide on community business and Coronavirus updates.
5. Weekly roadwork and temporary traffic lights information from Network Management at North Lincolnshire Council.
6. The British Legion – December 2020 update.
7. Weekly updates from Network Management on weekly roadwork's and temporary traffic lights
8. Update from NLC on the Town and Parish Council Liaison Meeting regarding COVID-19.
9. Newsletter from the PCC covering the meet the commissioner events, support contact
10. Update from Trans Pennine Express including a winter timetable of Services and a reminder to check journeys before travelling this Christmas and information on the funding available to Community Rail Partnerships.
11. North Lincolnshire Council - COVID-19 Business Update.
12. ERNLLCA newsletter and update.
13. North Lincolnshire Council – Round up of the EU transition for businesses and a Christmas message from Cllr Rob Waltham MBE, Leader of North Lincolnshire Council and Lesley Potts, Head of Economy and Growth.
14. Rural Services Network – Christmas message.

206. **Correspondence Received Since Issue of the Agenda**

1. Humberside PNN Police – information on the Humberside Fire Brigade consultation on the precept which will close 18 January.
2. North Lincolnshire Council Network Management – update on roadworks and temporary traffic lights. There will be delays on the A15 from 1 February to 31 March 2021 with speed restrictions between 50 - 30 MPH during this period. Additionally work will be carried out on Dam Road between 1 March – 10 March 2021 which will result in road closure.
3. NALC Covid-19 update in response to the national lockdown.

207. **Accounts for Payment**

**Resolved**

- (i) the Clerk be authorised to pay the accounts as listed in Appendix II in the sum of £13888.21 (A/cs 161 to 174) and those presented at the meeting (A/cs 175 to 184 ) – in the sum of £4673.27 and a grand total of £18,561.48
- (ii) petty cash expenses for December 2020 is £0
- (iii) the balanced bank reconciliation sheets for December 2020 were signed by the Mayor and Town Clerk/RFO.

**Minutes of an Ordinary Meeting of the Council held on 6 January 2021, cont'd**

208. **To consider reports from Barton Representatives serving on North Lincolnshire Council**

(a) **Councillor J P Vickers**

COVID-19 support for businesses is available from National Government with North Lincolnshire Council administering it. Council will share information on the Town Council website and FB page. Shop Local theme is coming through loud and clear and it would be good to continue promoting the Shop Local. It was suggested to include in the next Bartonian.

209. **To consider reports from Members appointed to outside bodies**

(a) **The Health Care Forum**

Cllr Pinchbeck. Vaccination program in Barton will begin to roll out. West Town Surgery patients will be vaccinated at the Riverside Surgery in Brigg as only have the Pfizer Vaccine at present. Central Surgery are commencing the vaccination clinics from Friday and Saturday this week. There will be some disruption as car parks will be reserved for vaccination clinics and there will be drop and collect zones on King Street. Barton Care home residents and staff will also receive the vaccine this week. This first round will also vaccinate all over 80s age group in the town. Volunteers are out marshalling the town centre and car parks.

Cllr Todd – Stop and Go signs are being used – would it be better to close King Street. It was suggested that the authorities would look to see how this first clinic goes and re-valuate for the next one.

Cllr Pinchbeck, Barton Tourism Partnership and the volunteers were thanked for all their hard work in helping to organise smooth running of the vaccination program.

(b) **Barton Civic Society**

Initial analysis for the Neighbourhood Plan has been completed and there are fascinating charts being put together for distribution to the steering group in the near future. There has been approximately a further forty volunteers to assist with the development of the Neighbourhood Plan.

(c) **Barton Lions**

The Christmas sleigh display did not go ahead due to the Tier 3 restrictions in place at the time. Not sure about the dates of the 2021 Beer festival and will depend on how the vaccination program rolls out and the effect on the pandemic situation.

Minutes of an Ordinary Meeting of the Council held on 6 January 2021, cont'd

210. **To elect one member onto Finance 7 General Purposes Committee and Personnel Committee following the resignation of Cllr K Vickers from those committees**

**Proposed Cllr B Troop, Seconded Cllr J Vickers**

To elect Cllr N Jacques to Finance & General Purposes Committee

**Unanimous**

**Proposed Cllr A Clark, Seconded Cllr B Troop**

To elect Cllr J Sanderson to Personnel Committee

**Unanimous**

211. **To consider developing a Community Orchard on Lapwing Way following a consultation with residents that produces a positive response.**

It was explained that this Agenda Item needed to be debated at Full Council as the next Environment Committee meeting would be too late for the planting season. If a positive response is received then there are ways to continue with the project in a COVID-19 secure way.

The question was asked about the management of trees once they are planted and a good management plan should be developed.

One member asked who would be supplying the trees and funding them. It was stated that there is £1000 in the Barton Town Council budget that has not been used. This funding can be used initially and grants sourced after that. It was stated that trees planted in verges in close proximity to footpaths can cause problems in the future. There should be protection of the trees until they are established and the roots should be clear of the footpaths. Lapwing Way has a large green area and is not near footpaths. Barton Civic Society have a number of metal tree guards available for protection of the young trees.

It was suggested that there may be some redundant tree guards in Baysgarth Park.

**Cllr N Jacques proposed, Cllr J Sanderson seconded**

To consult with the Residents of Lapwing Way the development of a Community Orchard with a tree development Plan

**Unanimous**

212. **To consider wild flower planting on the verge on the eastern end of Butts Road following a consultation with residents that produces a positive response**

It was explained that this Agenda Item needed to be debated at Full Council as the next Environment Committee meeting would be too late for the planting season. If a positive response is received then there are ways to continue with the project in a COVID-19 secure way.

One member asked if all of Butts Road should be consulted. It was stated that the planting would be the area near the Cricket ground.

It was also suggested that the grass cutting contractor be notified prior to cutting that the area if agreed is planted with wild flowers. This has been added to the tender specification.

**Minutes of an Ordinary Meeting of the Council held on 6 January 2021, cont'd**

**Cllr N Jacques proposed, Cllr J Sanderson seconded**

To consult with the residents on the eastern end of Butts Road the development of wild flower planting on the verge on the eastern end of Butts Road

**Unanimous**

213. **Town Award**

Mayor explained that the Town Award preparations could take a different shape this year due to the restrictions faced at present. It was suggested that the format could be amended with further awards such as awards around COVID-19 and a young person's award.

It was formally proposed to amend the award system for 2021 in light of the pandemic and revert back to the normal award next year.

It was stated that many volunteers have worked hard this year and nominations should take place in the usual way. A presentation can take place socially distanced.

Voting may have to be taken a different way. It was suggested to look to advertise the Award in the March Bartonian and postpone the voting to the April/May meeting.

**Cllr B Troop proposed, Seconded Cllr N Pinchbeck**

To vote for a winner at the April 2021 Full Council meeting and then be announced at the Annual Town Meeting. A socially distanced presentation can take place with the Mayor. This would be the usual Town Award and a Young Person (Under 18) award for every year with any additional cost coming out of reserves.

**Unanimous**

214. **Assembly Room Repairs**

Mayor read out Town Clerk's note.

Having reviewed the current lease and under lease I advise the Town Council to set up a small working group to consist of 2-3 councillors and the Town Clerk and invite non-councillors as required. This is to discuss both leases and work out a plan to create an understandable working partnership and to create a project time line for the repair and building works required to the Assembly Rooms.

It was suggested a position on the group would be the Mayor, however it was suggested that this group would be functioning for more than a year and continuity of members would be more beneficial.

Cllr J Vickers declared a personal interest as a member of CHAMP.

It was stated that the group have met previously to analyse the lease. Several ongoing issues include the damp course. It was suggested that the group should consist of 4 members including the Mayor. The windows are in need of renovation.

**Minutes of an Ordinary Meeting of the Council held on 6 January 2021, cont'd**

**Proposed Cllr A Todd, Seconded Cllr B Troop**

To elect Cllr Todd, Pinchbeck, Sanderson and Troop onto the Assembly Rooms Working Group with a view to looking at additional grant funding and advice from outside bodies and individuals as required.

**Unanimous**

215. **Recommendation from Community Committee dated 21<sup>st</sup> December 2020 on amendments to the number of editions and partnership working with BTP on the production and delivery of the Bartonian as a trial run for 2021.**

**Cllr B Troop proposed and Cllr N Jacques seconded**

To accept the amended Bartonian protocol and working partnership with Barton Tourism Partnership to publish five editions of the Bartonian 2021 as a trial run with feedback reviewed on the 4<sup>th</sup> edition 2021 as recommended by Community Committee 21<sup>st</sup> December 2020.

**Unanimous**

216. **Recommendation from Planning committee to revert back to three weekly meetings in order to advertise all planning applications**

Chairman of Planning explained that the variation of time between planning committee meetings that has arisen due to the committee being scheduled to fit in with other committee meetings has caused problems with the lack of advertising of planning applications and the public not having the opportunity to make their views known to the council at a meeting open to the public. Planning committee has agreed to go back to three weekly meetings.

**Cllr J Sanderson proposed, Cllr B Troop seconded**

Planning Committee is re-scheduled to three weekly meetings with immediate effect.

**Unanimous**

217. **To consider Town Clerk proposal for the Barton Upon Humber Neighbourhood Plan funding and moving forward**

Mayor read out Town Clerk suggestions. Town Clerk will advise and attend future meetings. Town Clerk suggested a small initial meeting with councillors to discuss in more detail next steps to work with the community to move the plan forward.

It was stated that Cllr Evison, Cllr J Vickers and Cllr Pinchbeck were the Town Council representatives and Cllr Sanderson was going to take part in one of the sub-groups. Cllr N Jacques requested to be a part of the Neighbourhood Plan Town Council Group.

Town Clerk to set up an initial meeting with the councillors above.

218. **To consider what additional support the Town Council might be able to provide in the coming months to the most vulnerable families and individuals in the town and to delegate authority to enable any resolutions to be carried out if between Ordinary meetings.**

It was stated that there are many people earning fractionally too much to qualify for help. Community Kitchen is working at a high level but there is possibly a need for some who do not

**Minutes of an Ordinary Meeting of the Council held on 6 January 2021, cont'd**

qualify to access the Community Kitchen. It was suggested that the schools will be able to identify families who are in need and that a voucher scheme could be explored.

Food Bank is ok for the moment. Barton Community Kitchen is up to 80 meals per day. It was suggested that £2500 would extend the scheme through to the end of March and offer support up and beyond the February half term.

It was stated that there are some groups that are not able to access the Community Kitchen.

It was stated that a resolution is already in place and was postponed that the Mayor and the primary chairman of each committee can make those decisions.

It was suggested to contact the local schools to make enquires of where the need is.

**Cllr B Troop proposed, Cllr A Clark seconded**

To grant Community Kitchen £2500 to extend their provision of meals to the residents of the town upon receipt of a grant application out of £10K ear marked fund taken from the projected underspend 2020/21. Any further applications submitted can be reviewed by the Mayor, the Chairman of F&GP and the RFO and a decision made if the amount is under £5000 and if between Full Council meetings.

**Unanimous**

**219 Discussion on increasing number of members on Barton upon Humber TC statutory committees**

It is apparent that some of the committees are struggling with numbers and it was suggested to look to increase numbers from 5-7 as more could be done with increased members.

It was stated that Personal interests do not prevent members voting. It was also suggested to reduce the quorum, however Clerk advised that the lowest quorum has to be three members.

One member expressed the view that members on the committee should have an interest and endeavour to attend as many as possible. It was suggested that when the committee members are re-elected at the Annual Town Council meeting members should put themselves up for committees they have an interest in to serve.

Often at present committees are only attended by three members and then work is carried out by the same members. Enthusiasm has been limited due to the limited number of places as when the committees were elected in 2019 there were more members applying for committees than there were places. If committees had seven members then there would be more help available for projects agreed to take place.

It was suggested that seven members could be aligned with Community, Environment and Planning but not Finance & GP. It was stated that too many members on Finance & GP then too many members would want to be elected on to it.

It was also suggested to review the remit (Terms of Reference) for each committee at the Annual Town Council meeting.

It was suggested that attendance at all meetings should be published. Town Clerk stated this is usually published in the Annual report. Members discussed various ways of displaying the attendance information.



**Minutes of an Ordinary Meeting of the Council held on 6 January 2021, cont'd**

**Cllr B Troop proposed, Cllr N Jacques seconded**

To increase to seven members with a quorum of three on Finance & GP, Community, Environment and Planning Committee at the next Annual Town Council meeting 2021 and review the following year Annual Town Council meeting 2022. Publication of attendance to be within the Annual report.

**Unanimous**

The Chairman, Councillor B Troop closed the meeting at 8.30 pm

..... Chairman      6 January 2020